

TAB

REPORTS INVENTORY						CONTROL NO.
PREPARE IN DUPLICATE						DDS/SSS-1
1. TITLE OF REPORT (if a fill-in report include Form No.) Program Call						2. TYPE <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE MACHINE-NAME LISTING
3. FUNCTIONAL AREA		PERSONNEL	TRAINING	<input checked="" type="checkbox"/> ADMIN. GENERAL		
		LOGISTICS	SECURITY	OTHER (specify)		
		MEDICAL	FINANCE			
4. NO. OF COPIES PREPARED 6		5. FREQUENCY (weekly, monthly, quarterly, etc.) Annual		6. DISTRIBUTION (No. of components not number of copies) (2) DDS Planning Officer PPB		
7. FORMAT (memorandum, form computer print-out, etc) Memo		8. ADP PROCESSING <input checked="" type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. <input checked="" type="checkbox"/> NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT PPB Annual Call		
10. PREPARING COMPONENT (include lowest level contributing information to report) 3 Branches in SSS		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) Three (From each branch in SSS)				
12. COST FACTORS						
A. MANUAL PREPARATION AND REVIEW COSTS						
GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	=	COST PER YEAR
GS-16	\$12.76	16	\$204.16	1		\$204.16
GS-15	11.00	40	440.00	1		440.00
GS-06	3.51	30	105.30	1		105.30
GS-12	6.82	60	409.20	1		409.20
GS-14	9.44	40 IPB	Feeder	Reports		377.60
GS-14	9.44	3 RCB	Feeder	Reports		28.32
B. COSTS OF COMPUTER PRODUCED REPORTS						
TOTAL COSTS PER YEAR \$1,564.58						
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.						
14. FUTURE GOALS						ESTIMATED SAVINGS
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) CHANGE DISCONTINUE						MAN-HOURS DOLLARS
15. DATE OF INVENTORY STAT 28 September 1970		16. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100070002-8 Deputy Chief/Support Services Staff			17. EXTENSION STAT	
FORM 142 9-70		Classification			(22-36-43)	